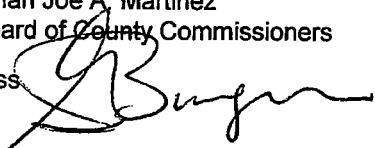


Memorandum



Date: June 16, 2005

To: Honorable Carlos Alvarez, Mayor
Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

From: George M. Burgess
County Manager 

Subject: Office of Community and Economic Development Director Transition

As you are aware, Bryan Finnie, Director of the Office of Community and Economic Development (OCED) and President/CEO of the Miami-Dade Empowerment Trust, Inc. will be resigning effective June 18, 2005.

Bryan has been serving in a dual capacity as Director of the Office of Community and Economic Development (OCED) and President and CEO of the Empowerment Trust. This arrangement has facilitated a closer coordinative relationship between OCED and the Empowerment Trust with resulting operational efficiencies.

I want to take this occasion to formally thank Bryan for his service to Miami-Dade County and to the Miami-Dade Empowerment Trust, Inc. In addition, we all extend sincere best wishes to Bryan for much success in all of his future endeavors.

In light of Mr. Finnie's resignation OCED Deputy Director Silvia Unzueta will serve as the Acting Director of OCED pending a nationwide recruitment process for this position. With her experience in serving as OCED's Deputy Director since 1999, I am fully confident that Silvia can provide the leadership and direction the department needs as it continues to implement various community development and economic revitalization programs and projects during this interim period. Silvia has a Bachelor of Arts degree from Florida International University and a Master in Public Administration from the John F. Kennedy School of Government at Harvard University. Prior to her appointment as OCED's Deputy Director, Silvia served in the Miami-Dade County Parks and Recreation Department from 1984 to 1999 in the positions of Superintendent of Arts and Community Affairs, Assistant Director and Deputy Director. I have attached a copy of Silvia's resume for your information.

Through the nationwide recruitment every effort will be made to encourage interest from talented candidates from both inside and outside of County government to apply for this position. It is anticipated that the recruitment process to fill this position will be completed within the next six months.

In addition to this recruitment process for the Director of OCED, please be advised that the Board of the Miami-Dade Empowerment Trust, Inc. has appointed Aundra Wallace to assume the position of President and Chief Executive Officer in light of Bryan's departure. Aundra's selection will ensure the continuity of effective leadership for this community's federal empowerment zone program.

Please join me in congratulating Silvia and Aundra in their new capacities.

Attachment(s)

cc: Honorable Harvey Ruvin, Clerk, Circuit and County Courts
Honorable Joseph P. Farina, Chief Judge, Eleventh Judicial Circuit
Honorable Katherine Fernandez-Rundle, State Attorney
Honorable Bennett Brummer, Public Defender
Robert A. Ginsburg, County Attorney
Assistant County Managers
Department Directors
Marvin O'Quinn, President, Public Health Trust
Robert Meyers, Executive Director, Commission on Ethics and Public Trust
Christopher Mazzella, Inspector General
Charles Anderson, Commission Auditor